



605.00 General Health Care Responsibilities

Number Series: 600 - Corrections Division

Sheriff's Approval: Digital

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605.00-1 Policy

- I. Inmate health care for the Hendry County Sheriff's Office Jail facilities is provided by a medical health care purveyor under contractual agreement with Hendry County. The contract health care purveyor furnishes professional medical, mental, and dental to inmates incarcerated in the Hendry County Jail.
- II. Medical protocols and policies will be as established by the contract health care purveyor. All matters involving medical judgment are the sole province of the health care staff.
- III. The Health Care Director shall provide the Jail Administrator and the County Administrator statistical summaries and reports on the health care delivery system and health environment of the Jail facility.
- IV. Policies and procedures of the health care program shall be reviewed at least annually by the contract health care purveyor and revised as necessary. Each document shall bear the date of the most recent review or revision and signature of the reviewer. Each Directive contained in Chapter 605 "Health Service" of the Corrections Division Policy & Procedure Manual shall be reviewed at least annually and revised as necessary and will cover at a minimum the following:
 - A. Initial medical screening
 - B. Health appraisal
 - C. Physical examination
 - D. Necessary medical, mental health, and dental services
 - E. Emergency medical, mental health, and dental services
 - F. Notification of next of kin in cases of life threatening illness, injury, or death
 - G. Pregnancy; Pregnant inmates shall receive prenatal care and necessary treatment for their condition and shall be exempt from inappropriate work details as determined by Medical
 - H. Delousing procedures to be approved by the Health Authority
 - I. Detox procedures under medical supervision
 - J. Control of pharmaceuticals in compliance with Chapter 893, Florida Statutes
 - K. Procedures by the Health Authority prescribing standards for health appraisals and identification of problems to be reviewed by the physician or designee
 - L. Procedures for Quality Improvement Program that defines ongoing efforts and dedicated resources to monitor and evaluate the quality and appropriateness of patient care, and to resolve identified problems.
- V. Inmates shall not be used for the following duties:

- A. Performing direct patient care services
- B. Scheduling health care appointments
- C. Determining access of other inmates to health care services
- D. Handling or having access to surgical instruments, syringes, needles, medications, or health records
- E. Operating diagnostic or therapeutic equipment

605.00-2 Administrative Meetings and Reports

- I. The Jail Administrator, or designee and the Corrections Lieutenant, or designee, shall meet with the Contract Health Care Administrator, or designee, at periodically to discuss strategic planning for health services.
 - A. An account of the effectiveness of the health care system
 - B. A description of any health environment fact that needs improvement
 - C. Changes effected since the last report
 - D. Recommended corrective action(s)

605.00-3 First Aid Supplies

First aid supplies shall be readily available within Jail facility at all times.

605.00-4 Inmate Work Force

- I. The Inmate Work Force assigned to Food Services must first be approved and cleared by the contract health care purveyor. Universal Health/Sanitation Precautions and Practices are required of all inmates of the Inmate Work Force.
- II. Inmate Work Force workers entering the Medical Section to clean shall be escorted and constantly supervised by a Certified Detention Deputy.
- III. The following restrictions pertain to inmate duties in the Medical Section. Inmates shall not:
 - A. Provide direct patient care services;
 - B. Schedule health care appointments;
 - C. Determine access of other inmates to health care services;
 - D. Handle, or have access to, surgical instruments, syringes, needles, medications, and health records;
 - E. Operate diagnostic or therapeutic equipment;
 - F. Enter the pharmaceutical room.

605.00-5 Confidentiality of Inmate Health Records

- I. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA):
 - A. The Hendry County Sheriff's Office has chosen to outsource medical services for the Jail facilities and juvenile commitment programs under its control.
 - B. The Hendry County Sheriff's Office shall select the medical service provider by award following a competitive bid process. HCSO will only contract for medical services with a provider, which has demonstrated that they are fully compliant with

- the requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- C. Evidence of compliance will be either by certifying that they are exempt from regulation (not a covered entity) or by placing into effect all policies, procedures and practices required by HIPAA.
- II. Health Record Storage:
- A. Health records of inmates shall be stored on-site and kept in a safe, secure and confidential manner by the Contracted Health Care Provider.
 - B. The storage of inmate health records, of inmates who are not in custody, shall be in a safe and secure manner so as to prevent access by unauthorized persons.
 - C. All medical records on each inmate admitted will be maintained for at least seven years following the release, transfer, or death of the inmate.
- III. Release of In-Custody Inmate Medical Information:
- A. Information contained in an in-custody inmate's health record may be released absent direct patient consent under one of the following conditions:
 - 1. To provide health care to the individual inmate;
 - 2. To insure the health and safety of the inmate or other inmates;
 - 3. To insure the health and safety of the corrections staff or other contract employees stationed at the jail or juvenile commitment facility;
 - 4. To insure the health and safety of those responsible for the transporting of inmates from one facility or institution to another;
 - 5. To law enforcement in the course of investigating a crime occurring on the premises of the Jail or juvenile commitment facility;
 - 6. To facilitate the administration and maintenance of the safety, security, and good order of the jail or juvenile commitment facility.
 - B. Additional release of inmate health information may be made under the following conditions:
 - 1. Following receipt of a court order, subpoena or summons issued by a court, grand jury or an administrative body authorized to require the production of the information;
 - 2. A civil or an authorized investigative demand;
 - 3. To disclose information to law enforcement officials concerning victims of abuse, neglect or domestic violence.
 - C. In any of the instances described above the individual will be promptly notified of the release as to contents and the person receiving the information.
 - D. Inmate health records shall not be released to the inmate prior to their lawful release from custody. Inmate health records will only be released to the patient upon execution of signed release form.
- IV. Infectious Disease Information:
- A. The Hendry County Sheriff's Office will require medical contractors to report to the Jail Administrator, or his designee all information regarding all infectious diseases involving individual inmates on a regular basis. It is the Sheriff's policy that applicable state statutes and regulations create a need to know for HCSO, in order that HCSO may perform its duty of care, custody and control of inmates in the Jail Division.
 - B. Infectious disease information shall be provided to the Jail Administrator, or designee who shall distribute such information only as is necessary to carry out the duties of management, care, custody and control, and safety of inmates and Jail staff.

- C. Dissemination of infectious disease information shall be limited by the Jail Administrator or designee at his discretion in order to safeguard staff and inmates as required to prevent disruption with the penological security of the Jail Division, and to include staff and inmates.
- D. The contract health care director shall share infectious disease information as required herein together with information concerning each inmate's total medical management security and ability to participate in programs, such information to include infectious disease information.
- V. Release or Transfer of Inmates:
 - A. Prior to transfer to another facility or other substantial travel, either the inmates or their records shall be evaluated by health care staff to assess' suitability for travel. Pertinent medical data to include medication, behavior management procedures, and other treatment, special care, or observation requirements during travel shall be documented in a manner readily accessible to and easily understood by transporting deputies or others who may be called upon to attend inmates during travel and on reception at the receiving facility.
 - B. Specific written instruction shall be provided for medication or special treatment required enroute.
 - C. Health care staff shall complete the Health Information Transfer Summary form, place it in a sealed envelope marked "Confidential," and give it to the HCSO Transport Deputy or contract transport service staff.
 - D. Upon release all persons on medication will be provided a three day supply of medication. **(See section 603.01, "Transfer Procedures" for other medical requirements for release or transfer of inmates.)**

REFERENCES

State/Federal Regulations:

Florida Model Jail Standards

Health Insurance Portability and Accountability Act of 1996 (HIPAA)

Ch. 893, Fla. Stat.

FCAC:

N/A

PREA:

N/A

Forms:

Health Information Transfer Summary

Other Policy/ Procedure References:

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